

Broker/Agent:



MONEY PROPOSAL FORM

A New Dimension in Insurance

A P A Insurance Limited

IMPORTANT:- The purpose of this Proposal Form is to provide the Company with all the material information that is likely to influence the assessment of your proposal. When completing the Proposal form or having your agent complete it for your signature you should complete all questions fully (dashes are not sufficient). Where you are in doubt as to whether a particular piece of information is material you should include it. Failure to disclose all facts may invalidate the cover under your Policy. It is an offence to make a false statement or withhold any material information for the purpose of obtaining this class of Insurance. Please also initial any alterations.

The Proposer

Name(in full):
 (Please use Block letters)

Postal Address: P. O. Box..... Postal Code Town:

Telephone Nos. Mobile Nos. Fax Nos.

Email Address: Pin No:

Trade or Business:..... Client No:.....

Period of Insurance From: To:

Physical Location of the Premises at which the insurance is required

2. Details of Premises

- a) Description of premises e.g. Shop Office, Warehouse, Factory etc.
- b) Describe construction of premises: Walls Roof
- c) Are you the owner of the premises? Yes No
- d) State how long occupied by you
- e) Are the Premises left unoccupied at anytime? Yes No
 If so, for how long and how often?
- f) Is any alarm system fitted? Yes No
 If yes give details and state which parts of the Premises are protected.
- g) Are complete and reliable records of stock and sale books kept? Yes No
 If no, state how would the exact amount of loss be ascertained

3. Transits:

- a) How many times a week is money carried to or from the Bank?
- b) What is the average amount?
- c) What is the highest amount?
- d) How often will highest amount be carried?
- e) State the estimated annual amounts in transit under the following headings:-
 - i) Cash, bank notes, currency notes, postal orders and open (but not crossed) cheques paid into the bank
 - ii) Cash, bank notes and currency note, from the Bank
 - iii) Payments for the purchase of postal orders, money orders and postage stamps

For the purpose of this insurance, 'Money' is defined as: cash, bank notes, currency notes, cheques, Total (whether open or crossed), postal orders, money orders and current postage stamps.

- f) State the name and address of Bank(s) from which money is drawn and to which money is conveyed
- g) To what address or addresses is money conveyed from Bank and from what address or addresses is money conveyed to the Bank
- h) Will the day of the week and the time of day conveyance of the money be varied?
 Between what hours/ time will the money be in transit?

- i) What is the approximate / maximum distance money is conveyed?
- j) How many employees convey the money?
Is/Are he/they your salaried employee(s)?
What is/are their occupation(s)?
- Is/Are he/they covered under Fidelity Guarantee Policy? (If so, for what sum and with which Company?)
- k) How is the money carried? (i.e. whether in bags, trunks, containers and in how many of them?)
- l) What means of transport do the persons conveying the money use?
- m) Are the persons conveying the money accompanied by an armed guard? If not, state what protection, if any, is provided for them.
- n) How many persons have fore knowledge of the route and times?
- o) After money is received at the Proposer's chief premises, is it then conveyed to other premises?
If so give particulars

4. Safe

- a) Details of safes and strong-rooms:-

Maker's name and Number of safe	Size and weight	Is safe securely fixed to the structure of the building and specially alarmed	Date purchased New/Second Price paid	Number of keys and by whom held	Will the keys remain in personal custody of the persons by whom they are held at all times

NB: The policy will be subject to warranty that all keys to safes and strong-rooms containing money or stamps will be removed from the premises.

- b) Is all money kept in safe?
If not, where is it kept and who is responsible for it?
- c) When wages are being made up, or at other times when large amounts of money are on the premises:-
 - i) Is the room in which money is being handled locked?
 - ii) Is admission to such rooms restricted - If so, to whom?
 - iii) Are askari(s) positioned outside the rooms?
- d) What is the maximum amount of money kept in safe overnight?

- 5. Has the proposer ever sustained loss of money while in transit or from the premises? If so, give details
- 6. Has the Proposer been or is he now insured in respect of loss of money in transit or from the premises? If so, please state name and address of the Company or underwriter and Policy number.....
- 7. Has any Company or underwriter at any time:-
 - a) declined a proposal of this nature from the Proposer?
 - b) required an increased premium or imposed special conditions?
 - c) cancelled or refused to renew a policy of this nature held by the Proposer?

8. Limits of liability

What limit of liability any one loss do you require

- a) Money in transit to and from Bank
- b) Money on premises during business hours
- c) Money in premises out of business hours .
in any securely locked safe or strong-rooms
- d) Money in a night safe at bank
- e) Estimated Annual Carry

The limit of liability any one loss of Money from any safe or strongroom will be the maximum amount(s) indicated in answer to Question 4(d) above.

9. Assault:

Do you require assault cover for your employees(as described under 3j) against death or injury ?.....

If YES, what benefits do you require?.....

Provide Names, Occupations and Age of employees (Age limits 18-60 years) on a separate sheet.

DECLARATION

I/We hereby propose to effect an insurance with A P A Insurance Ltd. And warrant the truth and correctness of all the above statements to the best of my/our knowledge and belief, including the extended questions and declare that no material information has been withheld affecting the assessment of the risk.

I/We agree that this proposal and declaration shall form the basis of the contract between me/us and the said Company and I/We am/are willing to accept the policy and be bound by all the terms, provisos and conditions thereof and to pay the premium thereunder.

Date :

Signature of Proposer

THE LIABILITY OF THE COMPANY DOES NOT COMMENCE UNTIL THE PROPOSAL HAS BEEN ACCEPTED BY THE COMPANY AND THE FIRST PREMIUM PAID EXCEPT AS PROVIDED BY ANY OFFICIAL COVER NOTE ISSUED BY THE COMPANY

Benefits Of The Policy

The Company's Policy provides protection in respect of Money (as defined) both while in transit and upon the Insured's premises.

Cover is afforded against 'All Risks' up to the limit of the amount insured, while the Money is

- (a) in accompanied transit
- (b) on the Insured's premises, during working hours
- (c) in any securely locked safe or strong-rooms in the Insured's premises
- (d) in a night safe at a bank.

In addition, damage to safe or strong-room by thieves or burglars is insured.

The Policy does not cover

- (a) thefts by employees, not discovered within three working day
- (b) losses due to clerical or accounting errors and
- (c) radioactive contamination and war and kindred risks
- (d) depreciation in value
- (e) money contained in coin in cash registers and vending machines.

The premium is based on the amount of money (other than crossed cheques) estimated to be in transit during the year and is adjustable on the actual figures. A quotation will be made on receipt of the proposal form duly completed.